

BOARD OF DIRECTORS – ACTION SUMMARY

Wednesday, January 12, 2005 – 6:00 p.m.

**Administration Building
2101 Hurley Way, Sacramento, CA**

CALL TO ORDER

The meeting was called to order by President Granados. Board Members present: Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley. Staff: Fire Chief Martinez, Board Clerk Tilson, General Counsel Price.

PLEDGE TO FLAG

A moment of silence was observed in remembrance of the victims of the Asian Tsunami disaster.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

AWARDS—(Assistant Chief Hartley)

- A. Civilian Life Saving Commendation—Walt Dudich**
- B. Letter of Commendation—Captain Robert Laurrance**

Assistant Chief Hartley provided an overview of a medical emergency occurring November 9, 2004 at the Family Fitness Center. Joseph Hickingbothum was exercising on a treadmill and collapsed. Fire Captain Laurrance witnessed the collapse and started CPR compressions on the patient who was in cardiac arrest. Walt Dudich, a Fitness Center trainer, offered his assistance and administered mouth-to-mouth ventilation and contributed to the survival of the patient until advanced life support arrived. Mr. Hickingbothum was present in the audience.

Fire Chief Martinez presented the Life Saving Commendation plaque to Walt Dudich of the California Family Fitness Center in recognition of his heroic action and life saving care rendered to a member of our community.

Captain Laurrance's action in this life-saving effort was acknowledged with a Letter of Commendation from Fire Chief Martinez.

Mr. Hickingbothum thanked everyone involved for enabling him to be here tonight.

Director Lawson stated it is with great pride that Captain Laurrance is at a station in his District and thanked him for his service to Metro and the community.

CONSENT AGENDA:**1. Board Meeting Action Summary—December 22, 2004**

- **Board Action:**
Goold/Engellenner—approve the Consent Agenda. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.

ACTION ITEM(S)**1. Security Camera Installation—(Ritter)**

- Pursuant to Policy #150.00, Security Cameras, “The Board, prior to implementation, shall approve changes to this policy, such as installation of new cameras.”
- Because the maximum number of cameras (4) is already attached to the system at Logistics, the existing system would be moved to Station #115 to cover the two access points to the hallway inside Station #115 leading to the Metro Operations Center. A new system would be purchased for Logistics at a cost under \$20,000, with sufficient funds in the existing budget.
- Staff recommends that the Board authorize the purchase of security cameras for Logistics after relocating the existing system from Logistics to Station #115.

If approved, amend Policy #150.00 – Security Cameras, to reflect the change.

- **Board Action:**
Goold/Engellenner—approve staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, Jones, AYE. Motion carried unanimously.

2. Western Placer County Fire District Advisory Association—(Appel)

- A letter dated December 10, 2004 was received from Wayne Nader with a proposal to form a task force of elected officials from each of the fire districts on the Western Slope to explore all possible ideas of collectively resolving their funding challenges, with the Western Placer County Fire District Advisory Association facilitating this group.

Requested the Board designate a primary and a backup Board member to represent Metro Fire.

- Director Duveneck volunteered, along with Director Engellenner who stated this was within his area of responsibility.

President Granados recommended Director Engellenner as the primary since a part of Placer County is within his Division, with Director Duveneck as the backup Director.

- Fire Chief Martinez felt there was no downside and supported our participation.
- **Board Action:**
Lawson/Jones—designate Director Engellenner as the primary representative and Director Duveneck as the backup. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, Jones, AYE. Motion carried unanimously.

3. Board of Directors 2005 Meeting Schedule—(Granados)

- Proposed Year 2005 Schedule presented.
- Changes to be included:
 - Board workshop date added -- January 22, 2005 at 9:00 a.m.
 - November 23, 2005 meeting cancelled due to the Thanksgiving Day holiday. Tentative date of November 30, 2005 added.
- **Board Action:**
Lawson/Duveneck—Approve the Year 2005 Schedule with changes. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, Jones, AYE. Motion carried unanimously.

4. Station 54/107 Staffing Modification—(Latta)

- Background history outlined previous action taken by the American River Board of Directors on September 2, 1998 to implement a rolling station closure program (brownout) to reduce the annual operational expenses of the District, resulting in alternating station closures between Stations 54 and 107.
- After continued analysis of the impact of the brownout program and operational problems to provide an adequate level of service, staff is proposing the elimination of the rotational station closure to allow staffing Station 54 with a fully staffed engine company on a full-time basis and Station 107 with a fire district ambulance with two firefighter-paramedics.

Further recommend that the modifications to the budget necessary to accommodate the additional staffing and equipment be made in the 2005-06 budget.

- Staff recommends previous Board action implementing rotating brownouts be rescinded and direct the Fire Chief to activate both Fire Station 107 and 54 on a full-time basis.

Discussion

- In response to questions, the annual cost of operating an engine company is around \$1.4 million but a medic company is staffed with only two people providing a reduction in personnel costs and an increase in revenue through medical aid payments to dramatically offset the cost, for an estimated fiscal impact of less than \$150,000 per year.

This is part of the transition plan to the new station at Eastern and Berrendo to open in 2006, which will have both a medic and an engine company.

The authorized staffing level will be raised by six firefighters.

- Director Duveneck stated this is in his division. He referred to the letter from Karen Klinger expressing some concerns and offered assurance that it will be a Metro ambulance and not a private ambulance service in Station 107 continuing to operate as a good neighbor in the residential area, and requested a response to the letter.

Fire Chief Martinez stated it is not his intent to put a private ambulance in Station 107. He received a call from Ms. Klinger and will try to work out a schedule to appear before the Arden Park Homeowners Association to address issues.

- In response to Director Trujillo, Fire Chief Martinez did not recommend opening Station 107 as an engine and medic company for the short term until Spring of 2006.

- **Board Action:**
Valley/Duveneck—approve staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Lawson, Trujillo, Valley, Jones, AYE. Motion carried unanimously.

PRESENTATION ITEMS(S)**1. Contractor Pre-Qualification—(Connor)**

- A two-page staff report was submitted outlining the background of the process followed for pre-qualification of bidders for the Public Works Fire Station Project.

The Board of Directors at their meeting of July 14, 2004 directed staff to utilize the model Department of Industrial Relations (DIR) pre-qualification guideline on a trial basis for the first two fire station projects followed by an assessment to determine whether the process should be followed on a permanent basis; with the Board to serve as the appeal authority for a contractor disqualified from bidding.

The District received sixteen responses. The three contractors indicated by an asterisk failed to meet the pre-qualification requirements: Arntz was automatically disqualified due to a recent disqualification from a public works project and did not appeal; Hearn-scored too low on Section 2; C & C failed to submit the proposal on time. No appeals have been received.

BRCO Constructors, Inc.

Hilbers, Inc.

Roebbelen Contracting, Inc.

Broward Bros., Inc.

Peterson Developments

BCM Construction Company, Inc.

Flintco Constructive Solutions

Arntz Builders*

Allen L. Bender

Howard S. Wright Construction Co.

BOBO Construction

Midstate Construction

Hearn Construction*

ZCON Builders

Carter – Kelly, Inc.

C & C Construction, Inc.*

2. Calendar Year 2005 Investment Policy/ Pooled Investment Fund—(Appel)

- As a participant, Government Code Section 53646 requires the Annual Investment Policy for the Sacramento County Pooled Investment Fund be provided annually by the County Finance Director to the legislative body for receipt and filing.
- **Board Action:**
Received and placed on file.

3. Review of Staff Assignments—(Martinez)

- Fire Chief Martinez distributed an organizational chart to the Board illustrating the current staff configuration of Division Managers and their assignments.

The Personnel Authorization document influences the alignment of staff but the driving numbers are Engineers, Captains, and Battalion Chiefs which are maintained at the minimum for purposes of the promotional process.

Some vacancies exist under Operations for the “A” Shift Assistant Chief, Staff Captain in the Chief’s office, Battalion Chief in Safety.

Discussion

- Five Deputy Chiefs are shown with four authorized. Typically in an overage, there is no reduction in rank. The additional cost is absorbed through some vacancies such as the Staff Captain and with some staff positions being paid outside of the District. The Board has allowed some flexibility to be worked out through attrition and anticipate being back into alignment within 180 days.
- Staff authorization document requested as a workshop issue.
- Flexibility was felt to be advantageous to the District.
- The position of Chief of Staff filled by Deputy Chief Plessas was previously held by Deputy Chief Latta with duties to include direct support to the Fire Chief and coordination between Finance and Community Services. Two primary responsibilities now are the east end development over the next several years and a temporary security issue.

PRESIDENT'S REPORT—(Granados)

- Working on better communications between the Board and Administration.

Director Goold left at 7:35 p.m.

- Requested a DVD of the Board meetings be sent to each work location: stations, Fire Prevention, Training, etc.

Provide a DVD to the gentleman that was here tonight as a memento (Civilian Life Saving Commendation).

- **Anticipated Action and Presentation Item(s)** contained at the end of the Agenda: suggested any items for future agendas be brought up at this point by members of the Board for easy tracking purposes.
- Stressed the importance of more Board involvement in the community. If there is a community meeting in one of the director's areas, sharing of information by staff or providing bullet points on the discussion would be helpful to keep the Board well informed.

FIRE CHIEF'S REPORT—(Martinez)

- Methods to provide updates for an improved level of communications are being researched.
- Final Fire Investigator Report – presentation at the next meeting on January 26.
- Alan Matré of the Sacramento County Auditor's Office will present an update on the Board request for additional information on audits at the next meeting.
- Board Workshop – the staffing document is important but there are a number of priority items ahead to include Spheres of Influence of the neighboring cities of Folsom and Rancho Cordova and its impact on Metro Fire; long range strategies associated with the development at Sunrise-Douglas and other areas.

GENERAL COUNSEL'S REPORT—(Price) None.

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(Granados)**

- Reported on the Executive Committee Meeting held.
Standing Committee Appointments –
Finance:
Directors Gay Jones, Matt Kelly, Greg Valley
Policy:
Directors Greg Granados, Tom Lawson, Ray Trujillo

Delegate and Alternate Appointments –
Regional Communications Center JPA
Director Pete Engellenner, Delegate; Director Grant Goold, Alternate
California Fire & Rescue JPA
Director Grant Goold, Delegate; Director Pete Engellenner, Alternate

Other Appointments –
Reserve Firefighters Qualification Review Commission
Director Pete Engellenner and Deputy Chief George Appel
- Next meeting: TBA

Communications Center Delegate—(Engellenner)**California Fire & Rescue Training Authority—(Goold)**

- Next meeting: January 28, 2005 – 10:00 AM

Finance Committee—(Jones)

- Next meeting: January 26, 2005 – 5:00 p.m.

Policy Committee—(Granados)

- Director Trujillo elected today as Chair and Director Lawson, Vice Chair.
- Next meeting: February 9, 2005 – 5:00 p.m.

BREAK 7:50 PM FOLLOWED BY CLOSED SESSION 8:00 PM

RECONVENE TO OPEN SESSION 8:50 PM

Report by General Counsel Price:

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Subdivision (b) of Section 54956.9 – One Case

Claim Against Public Entity Pursuant to Government Code Section 910 by Keith Deger

• **Board Action:**

Engellenner/Duveneck—deny the claim. Directors Duveneck, Engellenner, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Director Goold, absent. Motion passed.

2. LABOR NEGOTIATIONS

Pursuant to California Government Code Section 54957.6

District Negotiator: Fire Chief Rick Martinez

Employee Organization: Sacramento Area Fire Fighters Local 522

Fire Chief Martinez discussed with the Board some remaining items with respect to negotiations with Local 522. Board to review certain documents and come back with some direction at a future meeting. No action was taken.

3. THREAT TO PUBLIC SERVICES OR FACILITIES

Pursuant to California Government Code Section 54957

Consultation with: General Counsel and Fire Chief

The Board was briefed by the Fire Chief concerning certain District security issues. No action was taken.

BOARD MEMBER QUESTIONS AND COMMENTS:**Duveneck:**

- Communications – Since the Board meetings are video taped, requested a presentation on future plans.

Fire Chief Martinez suggested a presentation at the February 9 Board meeting.

- Last Friday, a bad accident involving several cars occurred on Highway 50 with a man trapped in a burning vehicle. Expressed his gratitude to the fire personnel who saved this man who is a colleague's husband and wanted to acknowledge personnel who were involved in the rescue.

Engine 62C with Firefighters Kim Fong and Jason Cornell responded.

Engellenner:

- Commented on the highly offensive cartoon in the Sacramento Bee depicting firefighters at Ground Zero raising a Playboy bunny flag instead of the American flag stating it was the lowest political cartoon he had ever seen.

Jones:

- On a positive note for the Sacramento area fire service, in the last 2 ½ months there have been two saves recorded using the thermal imaging cameras. Glad Sacramento Metro Fire is continuing on this program.

Trujillo:

- Echoed the same sentiments voiced by Director Engellenner. It is about time The Bee quits painting firefighters with the same brush as what happened with Sac City. He is very proud of our people who do lots of great things. It is time to step forward and contact our legislators to send some letters to The Bee that enough is enough and to stop.
- Viewed the video sent to the fire stations. Suggested that persons in the audience who ask questions be shown; reference to the Board is misconstrued because it was not this Board that agreed to shut down stations, better communications are needed.

Lawson:

- Relative to communications, requested the Board receive copies of the Chief's video and DVDs that are sent out.

Requested Captain Ellis or appropriate personnel provide the Directors with a communication regarding incidents occurring within their respective areas so that the individual Directors can thank the personnel. Important to recognize the Metro staff and show interest in community actions.

- Need to review the policy on Stolen District Property, what limitations and responsibilities are involved relative to materials and equipment. The Sheriff's office has a policy in place that should be reviewed.

President Granados stated that is an appropriate item for the Policy Committee agenda.

Valley:

- Inquired if the District is in the Well Protection Program for Station 55.

Fire Marshal Dobson stated we received a letter from the County. Some wells were drilled to provide water for the Anatolia Development. As part of that approval process, a fund was set up to compensate for any damage to the water supply of existing wells and Station 55 is included and registered.

Fire Chief Martinez stated Station 52 is closed but should be registered also since it has a well.

Granados:

- DVD distribution to the stations will be a positive improvement in our communications.

Martinez:

- Expressed appreciation for everyone's comments and points are well taken.
- Stolen District Property Policy – welcomed review by the Policy Committee.

Counsel Price stated the policy applies to all Metro staff.

Director Lawson questioned if equipment is stolen, for example, by a terrorist, does that equipment fall underneath a certain act that may involve other agencies reviewing it.

Fire Chief Martinez stated he would look into it.

ADJOURNMENT:

The meeting was adjourned at 9:15 p.m. in memory of Congressman Robert Matsui.

Gregory A. Granados, President

Matt Kelly, Secretary

Charlotte Tilson, Clerk of the Board